



Shire of Ngaanyatjaraku
ON A JOURNEY

**Minutes of Ordinary Council Meeting
Held at Warburton
29th May 2015 at 1:00pm**

SHIRE OF NGAANYATJARRAKU
COUNCIL MEETING
29 May 2015

A G E N D A

1. **PRESENT**
2. **APOLOGIES**
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Ordinary Council meeting 29th April 2015

7. **REPORTS BY THE CHIEF EXECUTIVE OFFICER**

Report No. 016-15 Accounts paid & payable

Report No. 017-15 Financial Statements for the period ended 30th April 2015

Report No. 018-15 Council Investments as at 22nd May 2015


Report No. 019-15 Appointment of BPM & Accounting Services Providers

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Report No. 021-15 Proposed Lease Agreement – Perth Office Space

MATTERS FOR THE INFORMATION OF MEMBERS

CLOSURE OF MEETING BY SHIRE PRESIDENT



**MINUTES OF ORDINARY COUNCIL MEETING
HELD ON 29th MAY 2015 AT 1:00PM (WST)
IN THE SHIRE OF NGAANYATJARRAKU MEETING ROOM**

The Shire President Cr. J.D. McLean welcomed the Members and Acting CEO and opened the meeting at 1:08pm.

PRESENT Cr. J.D. McLean (Shire President)
Cr. B. Thomas (Deputy President)
Cr. P. Thomas
Cr. A. Jones
Cr. L. West
Cr. J. Frazer

Mr. Geoff Handy (Acting CEO)

APOLOGIES

Cr. C.F Twine
Cr. A. Bates

LEAVE OF ABSENCE

Nil

QUESTION TIME

No questions

PRESENTATIONS / PETITIONS / DEPUTATIONS

Nil

DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS

Nil

CONFIRMATION OF MINUTES

Ordinary Council meeting 29th April 2015

MOVED Cr. B. Thomas, seconded Cr. Frazer, that the minutes of the Ordinary Council meeting held on 29th April 2015 be confirmed as a true record of the proceedings of that meeting.

CARRIED 6/0



REPORTS BY THE CHIEF EXECUTIVE OFFICER

REPORT NO: 016-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015
SUBJECT: ACCOUNTS PAID AND PAYABLE

AUTHORITY: FINANCIAL MANAGEMENT REGULATIONS 12 & 13

In accordance with Financial Management Regulations 12 & 13, a list of all accounts paid or payable shall be presented to Council (Refer to Accounts for Payment attached).

Council is requested to confirm the payment of accounts listed in the Accounts for Payment. (See attachments)

RECOMMENDATION

That Council payment of accounts amounting to \$681,926.01 for the period ending 30th April 2015 be received and noted.

VOTING REQUIREMENTS

Simple majority


MOVED Cr. Jones, seconded Cr. P. Thomas, that the recommendation contained within report 016-15 be adopted.

#016-15

RESOLUTION:

That Council payment of accounts amounting to \$681,926.01 for the period ending 30th April 2015 be received and noted.

CARRIED 6/0



SHIRE OF NGAANYATJARRAKU WARRANT LISTING - APRIL 2015

Creditor Number	Payee	Cheque No	Date	Details	Amount
50.01	TELSTRA CORPORATION LTD	170415	17/04/2015	PHONE & DATA CHARGES - MARCH 2015	\$ 1,726.57
584.01	WA NEWS	200415	19/04/2015	SUBSCRIPTION FEES THE WEST AUSTRALIAN	\$ 120.00
50.01	TELSTRA CORPORATION LTD	300415	30/04/2015	TELSTRA SATELLITE MOBILE CHARGES	\$ 175.00
294.01	UNISUPER	501756	30/04/2015	SUPER CONTRIBUTIONS - 02220415-16	\$ 27.78
300.01	AMP RETIREMENT SAVINGS AC	501757	30/04/2015	SUPER CONTRIBUTIONS - 02080415-19	\$ 656.26
740.01	HOST PLUS	501758	30/04/2015	SUPER CONTRIBUTIONS - 02220415-26	\$ 357.28
1034.01	AUSTRALIAN SUPER	501759	30/04/2015	SUPER CONTRIBUTIONS - 02080415-34	\$ 370.76
54.01	WA SUPER	501760	30/04/2015	SUPER CONTRIBUTIONS - 02080415-1	\$ 9,382.81
559.01	WESTNET PTY LTD	2042015	19/04/2015	MONTHLY ADSL ACCOUNT CHARGE-SHIRE OF NG MAY 2	\$ 114.90
361.01	PIVOTEL SATELLITE PTY LTD	3042015	30/04/2015	SATELLITE TELEPHONE CHARGES - APRIL 2015	\$ 415.78
15.01	WESTPAC BANK	1414.15-01	1/04/2015	TRANSACT & INTERNET ONLINE BANKING TRANS	\$ 19.75
1004.01	Mrs J FRAZER	1415.1004-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 440.00
1007.01	Mr C F TWINE	1415.1007-01	2/04/2015	COUNCIL MEETING 31 MAR 15 & AUDIT COMMIT	\$ 265.00
1064.01	Mr A JONES	1415.1064-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 440.00
26.01	Mr D MCLEAN	1415.26-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 790.00
354.01	Mrs B THOMAS	1415.354-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 440.00

355.01	Ms L WEST	1415.355-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 440.00
473.01	Mr P THOMAS	1415.473-01	2/04/2015	COUNCIL MEETING JAN & MAR 15 & AUDIT COM	\$ 440.00
15.01	WESTPAC BANK	1416.15-01	8/04/2015	CREDIT CARD TRANS - CEO C PAGET	\$ 929.29
1050.01	CARDINAL CONTRACTORS PTY	1417.1050-01	17/04/2015	HIRE OF GRADERS-GREAT CENTRAL ROAD WKS	\$ 57,596.00
1016.01	JCA CIVIL CONTRACTING	1418.1016-01	19/04/2015	REPLACE DAMAGED PANELS & SCREWS-EARLY YR	\$ 1,771.00
1071.01	HARTOP PTY LTD	1418.1071-01	19/04/2015	REPAIRS TO WARAKURNA YTH PRG TOYOTA PC 1	\$ 4,622.00
1092.01	MARK & EMMA HOLBERTON	1418.1092-01	19/04/2015	REIMB PURCHASES FOR BLACKSTONE YOUTH PRO	\$ 328.91
1093.01	FOREVER PRINTING	1418.1093-01	19/04/2015	PRODUCTION & PRINTING OF "DO NOT LITTER"	\$ 430.00
1094.01	COYLES MOWER & CHAINSAW C	1418.1094-01	19/04/2015	SERVICE & REPAIRS TO HONDA CHAINSAWS	\$ 320.30
17.01	CITY OF CANNING	1418.17-01	19/04/2015	ACCOUNTING,ENV HEALTH & BLDG REGULATORY	\$ 27,431.99
186.01	GOLDFIELDS TOYOTA	1418.186-01	19/04/2015	40000KM SERVICE & REPAIRS TO TOYOTA PC 1	\$ 1,751.60
217.01	KEY FACTORS PTY LTD (DESE	1418.217-01	19/04/2015	PLANT HIRE & CONSTRUCTN WORKS-GMP & BSTO	\$ 221,315.60
253.01	GLOBETROTTER CORPORATE TR	1418.253-01	19/04/2015	QANTAS AFARE P TODD PER-KAL RETN + TICKE	\$ 691.00
579.01	IBIS STYLES HOTEL KALGOOR	1418.579-01	19/04/2015	ACCOMM+MEALS EHO P.TODD 30+31 MAR	\$ 353.50
59.01	WARBURTON ROADHOUSE	1418.59-01	19/04/2015	DIESEL HILUX 1CRI219	\$ 5,660.80
60.01	WARBURTON STORE	1418.60-01	19/04/2015	SUPPLIES FOR EHO PHIL SWAIN	\$ 151.70
878.01	Mr M S MURRAY	1418.878-01	19/04/2015	REIMB PURCH YTH PROG-EASTER EVENTS & DRO	\$ 272.00
Creditor Number	Payee	Cheque No	Date	Details	Amount
883.01	EARLY CHILDHOOD AUSTRALIA	1418.883-01	19/04/2015	TEACHING & LEARNING RESOURCES FOR PLAYGR	\$ 749.10

15.01	WESTPAC BANK	1419.15-01	18/04/2015	CREDIT CARD TRANS - CEO C PAGET	\$ 3,798.22
368.01	DEPT FOR PLANNING & INFRA	1420.368-01	19/04/2015	DOT AGENCY TRANSACTIONS 133069-133075	\$ 2,865.20
15.01	WESTPAC BANK	1421.15-01	21/04/2015	AUDIT CERTIFICATE FEE	\$ 50.00
1050.01	CARDINAL CONTRACTORS PTY	1422.1050-01	28/04/2015	PLANT HIRE GRADERS GILES MULGA PARK RD	\$ 57,596.00
147.01	AUSTRALIA POST	1422.147-01	28/04/2015	AUSTRALIA POST POSTAL MAIL CHARGES	\$ 23.73
25.01	IRRUNYTJU STORE	1422.25-01	28/04/2015	SUPPLIES FOR EHO PHIL SWAIN	\$ 35.00
30.01	LEONORA ROADHOUSE	1422.30-01	28/04/2015	DIESEL FUEL FOR SHIRE VEHICLES	\$ 579.47
37.01	NATS	1422.37-01	28/04/2015	SUPPLY KAB RUBBISH BAGS FOR WASTE PROG	\$ 3,061.73
40.01	NGAANYATJARRA SERVICES (A	1422.40-01	28/04/2015	RENTAL OF UNIT - WARAKURNA DEPOT APRIL 2	\$ 3,771.42
57.01	WARAKURNA ROADHOUSE	1422.57-01	28/04/2015	SUPPLIES FOR WORKS CREW - WASTE WRK	\$ 233.50
61.01	WARRUNYINNA STORE	1422.61-01	28/04/2015	OPAL FUEL FOR JAMESON DEPOT CREW	\$ 24.00
696.01	CHART AIR	1422.696-01	28/04/2015	AIRFARE KAL-WARB RETURN EHO PHIL SWAIN	\$ 700.00
72.01	BLACKSTONE ENTERPRISES (S	1422.72-01	28/04/2015	SUPPLIES FOR IHHP TOUR CREW & WORKSHOPS	\$ 1,268.68
815.01	WARBURTON MECHANICAL REPA	1422.815-01	28/04/2015	SVC & REPAIRS-ENV HEALTH TRITON UTE REGO	\$ 6,564.00
941.01	NGAANYATJARRA COUNCIL REG	1422.941-01	28/04/2015	SECURE EXTERNAL WALL SHEETS - PLAYGROUP	\$ 4,584.73
95.01	WARAKURNA STORE	1422.95-01	28/04/2015	SUPPLIES FOR EHO PHIL SWAIN	\$ 18.00
997.01	METEX NICKEL PTY LTD	1422.997-01	28/04/2015	CAMP ACCOMMODATION EYPC A SHINKFIELD 19T	\$ 165.00
1004.01	Mrs J FRAZER	1423.1004-01	30/04/2015	COUNCIL MTG FEE 29TH APRIL CR J FRAZER	\$ 175.00
1007.01	Mr C F TWINE	1423.1007-01	30/04/2015	COUNCIL MTG FEE 29TH APRIL CR CF TWINE	\$ 175.00

26.01	Mr D MCLEAN	1423.26-01	30/04/2015	COUNCIL MTG FEE 29TH APRIL CR D MCLEAN	\$ 350.00
354.01	Mrs B THOMAS	1423.354-01	30/04/2015	COUNCIL MTG FEE 29TH APRIL CR B THOMAS	\$ 175.00
4.01	Mr A BATES	1423.4-01	30/04/2015	SHIRE COUNCIL MEETING FEE CR A BATES	\$ 175.00
473.01	Mr P THOMAS	1423.473-01	30/04/2015	COUNCIL MTG FEE 29TH APRIL CR P THOMAS	\$ 175.00
1050.01	CARDINAL CONTRACTORS PTY	1424.1050-01	30/04/2015	TJIRRKARLI ACCESS ROAD GRADER HIRE F&I	\$ 28,798.00
1069.01	FREMANTLE ENGINEERING	1424.1069-01	30/04/2015	FINAL PYT-SHELTER STRUCTURE-PERFORATED SH	\$ 1,353.00
1092.01	MARK & EMMA HOLBERTON	1424.1092-01	30/04/2015	REIMB TYRE REPAIRS-BLACKSTONE YTH TOYOTA	\$ 100.00
17.01	CITY OF CANNING	1424.17-01	30/04/2015	ACCOUNTING,ENV HEALTH & BLDG REGULATORY	\$ 27,431.99
217.01	KEY FACTORS PTY LTD (DESE	1424.217-01	30/04/2015	PLANT HIRE & CNSTRUCTN WRK-GCR PROJ SLK4	\$ 102,830.20
25.01	IRRUNYTJU STORE	1424.25-01	30/04/2015	SUPPLIES FOR WINGELLINA PLAYGROUP	\$ 31.40
37.01	NATS	1424.37-01	30/04/2015	4 X 3KG CONTAINERS OF ANTEX GRANULES	\$ 3,335.93
419.01	COMFORT INN MIDAS	1424.419-0	30/04/2015	ACCOMMODATION YSM TOM O'BRIEN 20 APRIL	\$ 145.00
53.01	LANDGATE	1424.53-01	30/04/2015	SUPPLY MINING TENEMENTS VALUATION SCHEDU	\$ 36.55
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Creditor Number	Payee	Cheque No	Date	Details	Amount
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57.01	WARAKURNA ROADHOUSE	1424.57-01	30/04/2015	FUEL FOR WARAKURNA DEPOT MARCH 2015	\$ 1,342.82
941.01	NGAANYATJARRA COUNCIL REG	1424.941-01	30/04/2015	REPAIRS-ELECTRICAL SYS & EXHAUST FAN-L10	\$ 1,212.88
357.01	COMMONWEALTH BANK OF AUST	70415	7/04/2015	PAYMENT FOR CBA MERCHANT & POS FEES	\$ 42.56
	SHIRE OF NGAANYATJARRAKU		EFT	PAYROLL - PAY PERIOD 20	\$ 42,545.48
	SHIRE OF NGAANYATJARRAKU		EFT	PAYROLL - PAY PERIOD 21	\$ 45,159.84
				TOTAL	\$681,926.01



REPORT NO: 017-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015
SUBJECT: FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30th APRIL 2015

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires the following in relation to the Financial Activity Statement:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail-
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8.
 - (b) budget estimates to the end of the month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each Statement of Financial Activity to is to be accompanied by documents containing-
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a Statement of Financial Activity may be shown-
 - (a) according to nature and type classification;
 - (b) by program; or
 - (c) by business unit.
- (4) A Statement of Financial Activity and the accompanying documents referred to in subregulation (2), are to be
 - (a) presented to the Council –

- (i) at the next ordinary meeting of the Council following the end of the month to which the Statement relates; or
 - (ii) if the Statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the Council after that meeting;
- and
- (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in Statements of Financial Activity for reporting material variances.
- (6) In this regulation –
- “**committed assets**” means revenue unspent but set aside under the annual budget for a specific purpose;
- “**restricted assets**” has the same meaning as in AAS 27.

STATUTORY ENVIRONMENT

Section 6.4 *Local Government Act 1995* and Financial Management Regulation 34.

RECOMMENDATION

That the financial activity statements and reports for the period ending 30th April 2015 be received and confirmed.

VOTING REQUIREMENTS

Simple majority

MOVED Cr. West, seconded Cr. B. Thomas, that the recommendation contained within report 017-15 be adopted.

#017-15

RESOLUTION:

That the financial activity statements and reports for the period ending 30th April 2015 be received and confirmed.

CARRIED 6/0

REPORT NO: 018-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015
SUBJECT: COUNCIL INVESTMENTS AS AT 22nd MAY 2015

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits
- Commercial Bills
- Government bonds
- Other Short-term Authorised Investments

Council funds are to be invested with the following financial institutions.

- Major banks
- Bonds Issued by Government and/ or Government Authorities.

COUNCIL INVESTMENTS AS AT 22 MAY 2015

Institution	Amount Invested	Investment type	Assets Repl./Acq./Devp. Reserve Fund	Cultural Centre Reserve Fund	Municipal Account
Westpac Banking Corporation		Term deposit	\$786,303.72	\$66,420.40	
Westpac Banking Corporation		Operating a/c			\$2,847,320.53
TOTAL INVESTMENTS	\$3,700,044.65		\$786,303.72	\$66,420.40	\$2,847,320.53

RECOMMENDATION

That the report on Council investments as at 22nd May 2015 be received and noted.

VOTING REQUIREMENTS

Simple majority


MOVED Cr. Jones, seconded Cr. Frazer, that the recommendation contained within report 018-15 be adopted.

#018-15

RESOLUTION:

That the report on Council investments as at 22nd May 2015 be received and noted.

CARRIED 6/0



REPORT NO: 019-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015
SUBJECT: APPOINTMENT OF BPM & ACCOUNTING SERVICES PROVIDERS

TABLED

Confidential – Review of IT Vision & UHY Haines Norton proposals for provision of services

PURPOSE

For Council to appoint external Business Process Management and Accounting Services providers for the 2015/16 financial year.

BACKGROUND/COMMENT

As noted in Report 014-15 to the Ordinary Council Meeting held on 29th April 2015, the City of Canning will cease providing contract accounting, finance and regulatory services to the Shire of Ngaanyatjarraku effective from the 30th June 2015. As a result the Shire of Ngaanyatjarraku needs to transition to engage new external providers for these services.

The Chief Executive Officer has sought proposals from WALGA Preferred Supplier Panel suppliers, IT Vision and UHY Haines Norton to provide a similar finance and processing services for a one-year period effective from 1st July 2015 to 30th June 2016. The proposals and responses were broken into three segments:

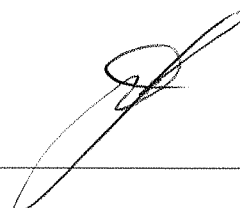
- 1) IT Vision - Implementation of the Shire's Corporate Software System (SynergySoft), housed on the Shire's corporate servers;
- 2) IT Vision – Provide Business Process Management Services (data entry, payroll, rates etc); and
- 3) UHY Haines Norton – Provision of Accounting Services.

The review and assessment of the proposals provided by both firms has been conducted by the Acting Deputy CEO and is outlined in the tabled report.

Reference checks conducted by the Acting DCEO confirm that both companies have the skills, experience and technical resources to satisfactorily carry out these services required by the Shire of Ngaanyatjarraku.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations Part 4



Regulation 11(1) of the Local Government (Functions and General) Regulations

1996 states:

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless sub regulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
...
(b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;

Regulation 11A of the Local Government (Functions and General) Regulations 1996

states:

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100 000 or less or worth \$100 000 or less.
- (2) A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in sub regulation (1).
- (3) A purchasing policy must make provision in respect of —
 - (a) the form of quotations acceptable; and
 - (b) the recording and retention of written information, or documents, in respect of —
 - (i) all quotations received; and
 - (ii) all purchases made.

CONSULTATION

City of Canning
Perfect Computer Solutions
WALGA Procurement Services
IT Vision
UHY Haines Norton

POLICY IMPLICATIONS

None applicable

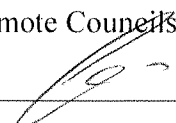
FINANCIAL IMPLICATIONS

Costs for the outsourced services will be incorporated into the Accounting budget line item for 2015/16; transition costs to be incurred in 2014/15 have already been budgeted for.

STRATEGIC IMPLICATIONS

More and more councils are taking the strategic move to outsource their in house processes to this style of secure contracted service. The Shire has difficulty in attracting and retaining suitable qualified staff to perform the 'technical' financial functions required of a Local Government. As such Councils are structuring to manage the 'day to day' office functions and outsourcing the more 'technical' aspects. Such benefits include:

- fixed known cost
- reduced risk and security of service
- consistency, quality, continuity and reliability to meet compliance
- Shire is known to providers who are experienced in supporting small rural/remote Councils



- professional IT Software Systems and Accounting support
- increased staff satisfaction and retention

RECOMMENDATION

1. That Council appoints IT Vision Pty Ltd to provide SynergySoft platform implementation and Business Process Management Services (BPMS) for a one year period 1 July 2015 to 30 June 2016;
2. That Council appoints UHY Haines Norton to provide accounting and finance services for a one year period 1 July 2015 to 30 June 2016.

VOTING REQUIREMENTS

Simple majority

MOVED Cr. P. Thomas, seconded Cr. Jones, that the recommendation contained within report 019-15 be adopted.

#019-15

RESOLUTION

1. *That Council appoints IT Vision Pty Ltd to provide SynergySoft platform implementation and Business Process Management Services (BPMS) for a one year period 1 July 2015 to 30 June 2016;*
2. *That Council appoints UHY Haines Norton to provide accounting and finance services for a one year period 1 July 2015 to 30 June 2016.*

CARRIED 6/0

REPORT NO: 020-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015 SUBJECT: ENDORSEMENT OF GVROC MOU
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TABLED

Goldfields Voluntary Regional Organisation of Councils (GVROC) Memorandum of Understanding

PURPOSE

For Council to endorse the Shire of Ngaanyatjarraku's ongoing involvement and membership of the GVROC.

BACKGROUND

The current Memorandum of Understanding for the Goldfields Voluntary Regional Organisation of Councils (GVROC) expires on the 30th June 2015. The MOU is to recognise the cooperation and shared goals of the ten member Councils across the Goldfields Esperance region.

At the GVROC meeting held in Esperance on the 30th January 2015, it was resolved that the MOU be recommended to the GVROC Technical Officers Group for review and amendment (if

necessary). The subsequent GVROC meeting held on 4th May resolved that the MOU be re-signed without amendment, and that the document be reviewed every two years after the local government elections take place.

COMMENT

The Shire of Ngaanyatjarraku is a current and active member of GVROC and there is no compelling reason why the Shire should not continue in this role. To date, the Shire's delegates have found the GVROC to be a valuable resource as any opportunity for collaboration/co-operation on a regional level or just between certain members should be taken.

The MOU provides flexibility should any member local government wish to participate in full, in part for certain projects or opt out altogether. Member local governments make an annual contribution towards the costs of the Executive Officers (who act like a Board Secretary). The current cost to the Shire is \$15,700 in total, which is factored into the Council's annual budget.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

An annual contribution of approximately \$16,000 will be required for the Shire's 2015-16 GVROC membership; this will be incorporated into the annual budget should Council approve.

Strategic Implications

Broadly speaking, regional collaboration can provide a vehicle for the Shire to attract investment and interest in the Shire of Wiluna.

RECOMMENDATION

That Council approves the Shire of Ngaanyatjarraku's ongoing membership of GVROC and endorses the signing of the Memorandum of Understanding.

VOTING REQUIREMENTS

Simple majority

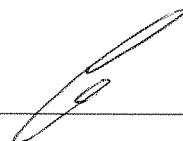
MOVED Cr. B. Thomas, seconded Cr. West, that the recommendation contained within report 020-15 be adopted.

#020-15

RESOLUTION:

That Council approves the Shire of Ngaanyatjarraku's ongoing membership of GVROC and endorses the signing of the Memorandum of Understanding.

CARRIED 6/0



REPORT NO: 021-15 TO: ORDINARY COUNCIL MEETING 29th MAY 2015
SUBJECT: PROPOSED LEASE AGREEMENT – PERTH OFFICE SPACE

TABLED

Draft lease agreement for shared office space – Ngaanyatjarra Services A.C.

PURPOSE

For Council to approve a lease agreement between the Shire of Ngaanyatjarraku and Ngaanyatjarra Services Aboriginal Corporation for shared office space at Suite 2, 18 Brodie Hall Drive in Bentley WA.

BACKGROUND/COMMENT

Previously the Shire staff have utilised office space and facilities at the City of Canning when conducting business in Perth. As the contractual arrangement with Canning will come to an end as of 30th June 2015, it is necessary for the Shire to seek an alternative office space as soon as possible.

The Chief Executive Officer has had discussions with the Divisional Manager of the Ngaanyatjarra Council Regional Housing Program (Ngaanyatjarra Services) who currently lease an office suite at 18 Brodie Hall Drive Technology Park in Bentley, near to Curtin University. NCRHP have advised that they have two vacant fully furnished offices within the complex and can make these available to the Shire. The CEO and Principal Environmental Health Officer have both inspected the premises, and confirmed that they would be most suitable and in an ideal location for our Perth operations.

Ngaanyatjarra Services have prepared a lease agreement for the Shire's consideration, based on an initial periodic tenancy for the two offices from May 2015 to October 2016 (at which time the Corporation anticipates it will acquire its own building – the Shire will be given adequate notice should this occur) at a rate of \$400 per week with utilities costs to be apportioned on the occupied floor space. The Shire and its staff will also have access to the central conference room - subject to booking with the reception staff - kitchen/dining common area, toilets, and the office hi-speed wireless network and copier and printer equipment. Cleaning is also included in the agreement.

STATUTORY ENVIRONMENT

Not applicable

FINANCIAL IMPLICATIONS

Council's annual budget includes line items for office rental; a sufficient allocation for the rent costs will be made in the 2015/16 budget should Council enter in to the lease agreement.

RECOMMENDATION

That Council approves the shared office space lease agreement with Ngaanyatjarra Services Aboriginal Corporation.

VOTING REQUIREMENTS

Simple majority



MOVED Cr. P. Thomas, seconded Cr. Jones, that the recommendation contained within report 021-15 be adopted.

#021-15

RESOLUTION:

That Council approves the shared office space lease agreement with Ngaanyatjarra Services Aboriginal Corporation.

CARRIED 6/0

MATTERS FOR THE INFORMATION OF MEMBERS

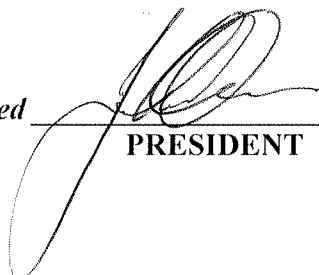
No matters for information or discussion.

CLOSURE

There being no further business, the President thanked all the Councillors present and Mr Handy for their attendance, and declared the meeting closed at 1.51pm (WST).

These minutes of the meeting held 29th May 2015 were confirmed at the meeting held on 30th June 2015.

Signed



PRESIDENT

Date

30/6/15
